10 November 1981

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	MEMORANDUM FOR:	Director of Data Processing					
TAT	THROUGH:	Executive Officer, ODP					
	FROM:	Chief, Management Staff, ODP					
	SUBJECT:	Management Staff Weekly Report for Week Ending 10 November 1981					
	COBOL Task Group	<u>)</u>					
TAT	Management Staff responded to a National Bureau of Standards request for representatives for the Federal COBOL Task Group. of NPIC was nominated as the Agency's member. The Federal COBOL Task Group is responsible for guiding the development of Federal Standard COBOL. (U/AIUO)						
	Excess ADP Equipment						
TAT	During the past week, MS declared a Wang calculator, cassette reader, and terminal from ORD excess to Agency needs. The estimated value of these items was \$15,000.						
	Outstanding Advances						
ТАТ	As of 10 No in 17 individual delinguent. (U	ovember 1981, a total of \$11,000 was outstanding advances to ODP personnel. None were					

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	Upcoming Week							
TAT	No major (U/AIUO)	activities	are pl	anned fo	r the	upcoming	week.	
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